

**NEW ENGLAND LABORERS'/CRANSTON PUBLIC SCHOOLS
CONSTRUCTION and CAREER ACADEMY
BOARD OF DIRECTORS MEETING**

July 21, 2015

9:00 A.M. Executive Session

Public Session Immediately Following Executive Session

4 Sharpe Drive, Cranston, RI

MINUTES

This meeting of the New England Laborers' and Cranston Public Schools Construction and Career Academy was held on the above date in the conference room and called to order at 9:04 a.m. with the following members present: Chairman Traficante, Mr. Sabitoni, Mrs. Nota-Masse, Mr. Cardi, Mrs. McFarland, Dr. Leone and Mr. Santangelo.

It is noted that Mr. Wall was absent during executive session, but later joined during the public meeting.

Convene to Executive Session pursuant to:

A. R.I. State Laws PL 42-46-5(a)(1) Personnel

B. PL 42-46-5(a)(2) Collective Bargaining and Litigation

Call to Order – Public Session. The roll was called; a quorum was present.

Chairman Traficante stated that no votes were taken in Executive Session. A motion was made to seal the Executive Session Minutes of July 21, 2015 by Mr. Sabitoni; seconded by Mr. Santangelo. The roll was called; all were in favor.

A motion was made to accept the minutes of the June 16, 2015 meeting by Mr. Cardi; seconded by Mrs. McFarland. The roll was called; all were in favor.

Public Acknowledgements/Communications - None

Chairperson's Communications - None

Board Members Communications - None

Executive Director's Communications

Student Performance

Mr. Curran stated that Student Performance is before us and as it is the summer, there is not much to report other than we are still awaiting the results of the PARCC test which we took last Spring. There will be a webinar on August 5, 2015 so that schools,

Administrators, etc. can prepare for the rollout of the PARCC scores.

I would like to point out that there is a new Commissioner of Education, Ken Wagner.

Also, RIDE has also appointed a new person in the Charter School office named Paula Barney. I will be meeting with her sometime next week to get her acclimated to what we are all about.

The league of Charter Schools has been very active and putting together a lot of public relations information. Tim Groves is now the new Executive Director now that Steve Nardelli retired on June 30th. Tim is a lawyer who comes from a law firm that has worked with the Charter office for a while. He is a great representative.

I have been very involved with going to the State house to speak to Senators and representatives trying to get the word out about what the Charter Schools are doing. The good news is that all those Charter bills that I previously updated you on have basically been tabled. No bills were voted on and they are being held in abeyance for now.

Staffing Update

Mr. Curran stated – You know about the new PE position and some new people that are coming to us as a result of the Jamboree.

Mr. Curran updated the Board on additional new hires and their positions.

Enrollment – See Handout A attached

Ms. Ferris provided the Board with an update on Enrollment. See attached Handout A for additional information.

Budget – See Handout B attached

Ms. Corcelli presented the Board with the year end and current budget. See attached for additional information.

A motion to accept the Executive Directors report was made by Mr. Santangelo; seconded by Mr. Sabitoni. The roll was called; all were in favor.

Public Hearing

a. Students (agenda/non-agenda matters) - None

b. Members of the Public (agenda matters only) - None

Consent Calendar/Consent Agenda

Action Calendar/Action Agenda

RESOLUTIONS

Personnel

No. 7-1-15 Resolved, that at the recommendation of the Executive Director the following certified personnel be appointed for the 2015-2016 school year:

Jacob Keeling, Step 1

Education...URI, BS

Experience...Foster-Glocester School

Certification...Health & Physical Education Pk-12

Assignment...NEL\CPS Construction Academy Tracy.4 FTE

Effective Date...September 1, 2015

Authorization...Replacement

Fiscal Note...402335174 51110

A motion was made to approve by Mr. Santangelo; seconded by Mr. Cardi. The roll was called; all were in favor.

Business

No. 7-2-15 Resolved, that at the recommendation of the Executive Director, the Board of Directors accept and approve the financial budget for the school year 2014-2015. (See attached)

A motion was made to approve by Mr. Santangelo; seconded by Mrs. McFarland. The roll was called; all were in favor.

No. 7-3-15 Resolved, that at the recommendation of the Executive Director, the Board of Directors accept and approve the financial budget for the school year 2015-2016. (See attached)

A motion was made to approve by Mr. Santangelo; seconded by Mrs. McFarland. The roll was called; all were in favor.

Public Hearings on Non-Agenda Items - None

Announcement of Future Meeting – August 18, 2015

Adjournment

There being no further business a motion to adjourn was made by Mr. Sabitoni; seconded by Mr. Wall. All were in favor.

The meeting adjourned at 9:40 p.m.

Respectfully submitted,

Michael A. Traficante

Chairperson

REIMBURSED FEES	0	63,228	63,228	100%	45,126	156%
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TOTAL

REVENUES	2,570,423	2,455,101	2,506,309	100%	2,518,608	98%
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2014-2015	2013-2014
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APPROVED	REVISED	JUNE %	JUNE %
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EXPENDITURES	2014-2015	2014-2015	YTD USED	YTD USED
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EXECUTIVE

DIRECTOR	104,050	104,050	108,012	104%	103,020	100%
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ASSISTANT PRINCIPAL	88,285	88,285	91,643	104%	87,411	100%
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RECR/ASST TO EXEC DIR	0	0	0	0%	35,000	100%
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FINANCIAL

DEV

DIRECTOR	70,700	70,700	73,398	104%	70,000	100%
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JOB

PLACEMENT

SPECIALIST	74,447	73,710	73,710	100%	73,710	100%
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SCIENCE	108,522	107,447	107,447	100%	94,207	100%
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MATH	144,650	151,224	149,426	99%	192,141	99%
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SOC STUDIES	146,190	142,906	145,906	102%	136,789	100%
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ENGLISH	176,300	174,554	174,554	100%	164,305	101%
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ART	59,642	47,241	47,241	100%	44,358	100%
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PHYSICAL EDUCATION	64,906	56,357	56,356	100%	61,756	100%
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TECHNOLOGY	78,543	77,765	77,765	100%	75,698	97%
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REIMBURSED TRANS/GUID	0	0	0	0%	64,741	100%
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CREDIT RECOVERY TEACHERS	7,200	0	0	0%	5,520	99%
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PORTFOLIO

PREP

COORDINATOR

8,800	8,167	8,167	100%	21,870	100%
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TEACHER SUBSTITUTES 18,000 7,500 5,768 77% 15,317 128%

CHARTER

INSTRUCTORS 248,347 248,347 248,347 100% 241,150 100%

TRANSFORMATION

SERVICES 53,750 53,750 53,750 100% 53,750 100%

SECRETARY 37,204 37,204 39,245 105% 35,442 96%

CLERICAL SUPPORT 13,300 13,300 11,209 84% 9,665 85%

CUSTODIANS 37,671 37,671 37,050 98% 34,007 98%

BENEFITS/PAYROLL

TAXES 474,119 474,119 436,743 92% 416,603 93%

RETIREE HEALTH BENEFITS 3,000 0 0 0% 0 0%

EMPLOYEE ASSISTANCE PROGRAM 160 160 160 100% 160 100%

RENT 218,734 218,734 218,734 100% 218,654 100%

PURCHASED SERVICES -

UBIO 27,250 27,250 23,660 87% 25,381 89%

PURCHASED SERVICES 55,100 48,460 45,852 95% 41,909 114%

FIELD TRIPS 3,300 3,300 1,062 32% 3,134 104%

UTILITIES: ELECTRICITY 33,750 33,750 29,651 88% 32,363 105%

HEAT 14,025 14,025 11,905 85% 15,531 86%

TELEPHONE 2,125 2,125 1,443 68% 1,175 39%

PROP & SEWER TAXES 57,691 57,691 57,691 100% 57,566 100%

INS: PROPERTY 4,800 4,800 3,600 75% 4,800 100%

CONTRIBUTION TO RESERVE 0 0 0 0% 0 0%

TOTAL

EXPENDITURES 2,570,423 2,564,330 2,506,309 98% 2,518,608 98%

BUDGET VARIANCE 0 (109,229) 0 0

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NEL/CPS CONSTRUCTION & CAREER ACADEMY

PROPOSED OPERATING BUDGET 2015 - 2016

ACTUAL ACTUAL PROPOSED \$ %

REVENUE 2013-2014 2014-2015 2015-2016 VARIANCE VARIANCE

STATE AID 1,230,541 1,194,388 1,142,393 -51,995 -4.35%

CRANSTON CITY AID 621,516 582,696 705,200 122,504 21.02%

OD REGULAR EDUCATION

576,602 612,990 681,020 68,030 11.10%

CREDIT RECOVERY 21,110 1,800 0 -1,800 -100.00%

CONTRIBUTION RESERVE 23,713 51,207 0 -51,207 -100.00%

REIMBURSED FEES 45,126 63,228 41,158 -22,070 -34.91%

TOTAL REVENUES 2,518,608 2,506,309 2,569,771 63,462 2.53%

ACTUAL ACTUAL PROPOSED \$ %

EXPENDITURES 2013-2014 2014-2015 2015-2016 VARIANCE VARIANCE

EXECUTIVE DIRECTOR 103,020 108,012 108,012 0 0.00%

ASSISTANT PRINCIPAL 87,411 91,643 94,256 2,613 2.85%

FINANCIAL DEV DIRECTOR 70,000 73,398 72,114 -1,284 -1.75%

RECR/ASST TO EXEC DIR 35,000 0 0 0 0.00%

FACULTY 878,862 851,054 870,076 19,022 2.24%

REIMBURSED TRANS/GUID 64,741 0 0 0 0.00%

TEACHER SUBSTITUTES 15,317 5,768 10,000 4,232 73.37%

CHARTER INSTRUCTORS 241,150 248,347 255,797 7,450 3.00%

ACADEMIC DEAN 53,750 53,750 53,750 0 0.00%

CLERICAL AND SUPPORTS 45,107 50,454 46,012 -4,442 -8.80%

CUSTODIAN AND SUPPORTS 34,007 37,050 38,426 1,376 3.71%

BENEFITS/PAYROLL

TAXES 416,603 436,743 473,258 36,515 8.36%

RETIREE HEALTH BENEFITS 0 0 0 0 0.00%

EMPLOYEE ASSISTANCE PROGRAM 160 160 0 -160 -100.00%

RENT 218,654 218,734 218,734 0 0.00%

PURCHASED SERVICES - UBIO 25,381 23,660 25,000 1,340 5.66%

PURCHASED SERVICES 41,909 45,852 66,750 20,898 45.58%

FIELD TRIPS 3,134 1,062 2,000 938 88.32%

UTILITIES: ELECTRICITY 32,363 29,651 34,576 4,925 16.61%

HEAT 15,531 11,905 15,000 3,095 26.00%

TELEPHONE 1,175 1,443 2,000 557 38.60%

PROP & SEWER TAXES	57,566	57,691	62,034	4,343	7.53%
INS: PROPERTY	4,800	3,600	4,000	400	11.11%
E & O	5,530	6,060	6,500	440	7.26%
WORKERS COMPENSATION	8,000	8,000	8,000	0	0.00%
UNEMPLOY COMPENSATION	0	12,571	0	-12,571	-100.00%
LEGAL	3,698	8,524	8,250	-274	-3.21%
ANNUAL AUDIT	10,300	10,300	11,000	700	6.80%
EQUIP REPAIRS & MAINT	3,663	16,600	6,000	-10,600	-63.86%
SNOW REMOVAL	1,295	1,864	2,000	136	7.30%
FEES					
(INTERSCHOLASTIC)	2,559	1,250	2,600	1,350	108.00%
SPECIAL PROGRAMS	3,961	7,406	8,950	1,544	20.85%
PROFESSIONAL DEVELOPMENT	2,186	110	4,100	3,990	3627.27%
CLASSROOM SUPPLIES	6,573	7,668	9,000	1,332	17.37%
CHARTER OFFICE SUPPLIES	4,863	4,745	5,000	255	5.37%
CUSTODIAL SUPPLIES	581	608	900	292	48.03%
CAPITAL OUTLAY	10,950	60,906	36,676	-24,230	-39.78%
CLASSROOM IMPROVEMENTS	8,808	9,720	9,000	-720	-7.41%
CONTRIBUTION TO RESERVE	0	0	0	0	0.00%
TOTAL					
EXPENDITURES	2,518,608	2,506,309	2,569,771	63,462	2.53%
BUDGET VARIANCE	0	0	0	0	

HANDOUT A

Date of Board of Directors Meeting: July 21, 2015

Department/Committee Reporting: Enrollment

Author: Carolyn Ferris

Approved By (Executive Director):

Background/ Context:

We have had a busy and successful month for recruiting:

Enrollment for 2015-16 to Date:

For the May Enrollment Report Out: We had approximately 26 applications with only 4 applications in total coming from Cranston.

At this time: We have 58 applications with 32 applicants from Cranston

Breakdown:

Park View: 15

Bain: 4 (3 ELL)

WH: 2

East: 10(1 ELL)

Home School 1

Out of District: 26(2 ELL)

Please see the attached pie charts for breakdowns.

Key issues for consideration:

There is an ebb and flow to this process. It is our goal to get a firm handle on the applicants and their intent on attending so as to better substantiate the budgetary implications for the fall.

We will continue to aggressively market the school and find new ways to get the word out about our programs. The advent of new construction topics next year will go a long way in reaching new populations of students.

Recommendation to the Board:

Attend Open Houses if you can!

HANDOUT B

Date of Board of Directors Meeting: July 21, 2015

Department/Committee Reporting: Financial Development

Author: C. Corcelli

Approved By (Executive Director):

Background/ Context:

Operating Budget as of 6/30/2015

Revenue:

As of June 30, we have received 100% of overall revenue budget from state, city and out-of-district sources, having adjusting the original revenue model.

Expenditures:

As of June 30, our revenue to expenditures resulted in a negative

variance, exceeding revenue by \$51,207. The majority of expenditures fell at or below amounts due to aggressive monitoring.

However, areas such as salary, legal and equipment exceeded slightly.

Overall, a less than anticipated original revenue of approximately \$165,000 due to shifting student enrollment/population contributed to the FY15 deficit.

Key issues for consideration:

- Approved – Workforce Solutions Providence/Cranston Summer Youth Grant, \$32,059.00 serving 20 youth.**

Recommendation to the Board:

- Continue to support funding formula for charter schools through any means available**
- Assist in recruiting efforts through word-of-mouth to various groups**